

**FAIRFAX DEVELOPMENT REVIEW BOARD
GENERAL & HEARING MINUTES:**

Members Present: Jason Heyer, Nick Hibbard, Adam Fitzgerald, Michelle Dufresne, Claude Rainville
Public Present: Amber Soter, Z.A., Bill Superneau, William Maynard, Alec Grab, Deanne Morin

7:00 PM- J. Heyer called the meeting to order. This meeting had in person attendance of the board, the Zoning Administrator and one applicant from each proposed project was permitted to attend in person if desired. The meeting was held via Zoom and interested parties were given the information in advance and able to attend. William Maynard & Alec Grab were in attendance via Zoom.

7:03 - Reconvene of recessed hearing for Mark & Leebeth Ann Lemieux for a Home Industry Conditional Use and Site Plan Approval Hearing for a seasonal event venue in an existing barn located at 45 Dustet Trail Road. Parcel ID DT0045

The warning was read.

The Zoning Administrator presented the applicants request to continue the hearing. There was a need for additional time to complete the requested items.

M. Dufresne made a motion to recess the hearing until July 14, 2020. **A. Fitzgerald** 2nd. All in favor.

7:04 PM- Request of Kevin Leach for a combined preliminary and final hearing for a proposed 3 lot PUD subdivision located at 263 Fletcher Road. Parcel ID FR0263

The warning was read, and all parties were sworn in. Bill Superneau was present. All items that were requested at the Sketch Plan Hearing were completed and there were no questions.

7:05 PM M. Dufresne made a motion to approve the Subdivision Plat and move to deliberative. **A. Fitzgerald** 2nd. All in favor.

7:10 Request of Alec Grab for Site Plan approval of a permitted use at 1175 Main Street (Parcel ID MA1175). This is to convert a 2 unit dwelling into a 3 unit dwelling consisting of 1- 2 bedroom apartment and 2- 1 bedroom apartments.

The warning was read and all parties were sworn in. Alec plans to renovate an existing 2 unit dwelling in the Growth Center to a 3 unit dwelling. He plans to go from 5 bedrooms to 4 bedrooms. He has a meeting with the State Fire Marshall on Wednesday June 24, 2020. The Town Fire Marshall did not indicate any initial issues with the Site Plan. He will be on Town Water and Sewer. The garbage will be at the end of the driveway with totes. The following items were requested to be addressed/amended on the site plan:

1. Include the total driveway access width, even the adjoining property shared entrance.
2. Verify garage location as it looks in different location on google earth
3. Currently there are 4 designated parking spots which meet the requirements, but the applicant was asked to reduce the width and increase to 6 spots so that he has space for guest parking. With the reduced width, they should all still fit in the same location
4. Remove line where the proposed guest parking is so it is clear that is not boundary line
5. Show property setback of 10'

C. Rainville made a motion to continue the hearing on July 14, 2020 with revised plans. **N. Hibbard** 2nd. All in favor.

Tuesday June 23, 2020

7:30- Request of Ronald and Deanne Morin for a Site Plan Amendment Hearing on the undeveloped properties located on Michelle, Heather and Travis Roads. This amendment will be titled PHASE III and generally combines and re-arranges remaining lots from 2008 recorded mylar to create the final project phase.

The waring was read, and all parties were sworn in.

Deanne Morin presented Phase III of her subdivisions off Michelle Road. This is essentially a combination of boundary line adjustments and combining pre-approved undeveloped parcels to make less lots with larger acreage. Due to the numerous amendments on this remaining parcel it took some back and forth to come to an understanding of the exact changes. Lots from Phase II are being amended and combined. This new map going forward will be the reference point and the old approved mylar will be null and void. The newly amended lots will be deferred from building except Lot H that has a state septic permit application pending.

In order to make this amendment clearer, it was asked that there be two maps submitted;

MAP 1- The first map would show the boundary line adjustments for lot 1 and lot h and lot 51. This will then show the remaining deferred land as one large parcel. This will make it clear what area was affected by the changes versus what is staying the same.

MAP 2- The second map will be with the newly created/amended building lots. This will show the new and final layout of the proposed amendments.

In addition to the two maps, the following items were requested:

1. Add the setback line to the legend
2. Do the density calculation for the entire area, not Lot H on its own. This includes any deferred land including Lot A.
3. Correct the total acreage
4. Did any acreage get added to Lot 36 or Lot 44? If so please indicate.

N. Hibbard made a motion to continue the hearing on July 14, 2020 with revised plans. **C. Rainville 2nd**. All in favor.

8:35 PM N. Hibbard made a motion to approve the Minutes from June 9, 2020. **A. Fitzgerald 2nd**. All in favor.

8:40 PM N. Hibbard made a motion to enter deliberative. Leach Hearing. **A. Fitzgerald 2nd**. All in favor.

8:45 PM M. Dufresne made a motion to exit deliberative. **C. Rainville 2nd**. All in favor.

N. Hibbard moved to approve the Final Plat for Leach and the Findings of Fact and Order with Conditions; **A. Fitzgerald** second. All in favor

8:50 PM – M. Dufresne made a motion to adjourn. **A. Fitzgerald 2nd**. All in favor.

Respectfully submitted, Amber Soter, Zoning Administrator, DRB & Planning Commission Coordinator

Signed: _____ **Date:** _____
For the Development Review Board

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These draft minutes are unofficial until approved at the next regularly scheduled meeting. All motions were unanimous unless otherwise indicated.